



Topsfield Finance Committee  
Minutes to the Meetings  
February 25, 2013

**I. Call to Order:** Mark Lyons, Chairman, called the meeting to order at 7:00 PM, with Paul Dierze, Karen Dow, Kathy Hartmann and Dan Shugrue present. Chairman of the Topsfield Elementary School Committee Jeanine Cunniff, Selectman Richard Gandt, Tri-Town School Union Director of Finance and Human Resources Steven Greenberg, Masconomet Liaison Larry Lindquist, Tri-Town School Union Special Education Administrator Sharon Lyons, Elementary School Committee Member Gordie Spater, Selectman Ken Vogel, Town Administrator Ginna Wilder were also present. Selectman Laura Powers joined the meeting at 7:03 PM.

**II. Department Head Budget Presentations:**

Elementary Schools

During the presentation, discussion focused on the current draft of the FY14 proposed budget, an estimated 6.95% over the FinCom guideline. Special education costs are significant.

**III. Reserve Fund Status:** There are no new reserve fund requests. Dan Shugrue will provide an update on the status of the Park and Cemetery Department requests at the next meeting.

**IV. Upcoming Schedule of Department Head Budget Presentations:** The Department Head budget presentations to the Committee will continue as follows:

March 4, 2013

7:00 PM Masconomet

**V. Government Review Committee Update:** There is no further information to report on the GRC at this time.

**VI. Other Matters:** The liaisons will review "Schedule A/Unfunded Essentials" items and prepare their opinions of their Departments' requests for the next meeting. The FY2014 free cash sum was certified at \$1,701,286. The Building Assessment has been completed and presented in part to the Selectmen. The findings and Selectmen recommendations will be reported to the Fin Com. The draft 2014 Town Meeting Warrant Articles will also be presented to the Fin Com soon.

**VII. Upcoming Meeting Schedule:** The next meetings of the Committee will occur on March 4, 2013 at 7:00 PM in the Proctor School Teachers, Lounge.

**VIII. Adjourn:** A motion was made by Karen Dow to adjourn at time 8:16 PM, seconded by Paul Dierze, voted in favor 5-0.

Respectfully submitted,  
Lexie Winslow

Attachments:

- a) FY2014 Topsfield Department Budgets